



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

May 29, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**REQUEST FOR DELEGATED AUTHORITY  
TO THE CHIEF EXECUTIVE OFFICER  
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE  
MINOR LEASES FOR VARIOUS DEPARTMENTS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

This recommendation is to delegate the authority to the Chief Executive Officer, or his designee, to negotiate and consummate the 60 minor leases shown on Attachment A as provided under Section 2.08.163 of the County Code. These leases were previously executed by the Chief Executive Officer pursuant to the delegated authority.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, per Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).
2. Delegate the authority to the Chief Executive Officer, or his designee to negotiate and consummate the 60 minor leases for the following County Departments: Alternate Public Defender, Board of Supervisors, Chief Executive Office, Coroner/Medical Examiner, Children and Family Services, Fire, Health Services, Internal Services, Parks and Recreation, Probation, Public Library, Public Social Services, Public Works, Registrar-Recorder/County Clerk, Sheriff, and Superior Court.

*"To Enrich Lives Through Effective And Caring Service"*

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Board of Supervisors  
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MARK RIDLEY-THOMAS  
Second District  
  
ZEV YAROSLAVSKY  
Third District  
  
DON KNABE  
Fourth District  
  
MICHAEL D. ANTONOVICH  
Fifth District

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to the authority granted under County Code Section 2.08.163, the Chief Executive Officer may consummate all minor leases administratively. Approval of the proposed action will allow the Chief Executive Office (CEO) to administratively extend/renew minor leases for a period not to exceed three years at a rental rate that cannot exceed \$7,500 per month, and will provide County departments with continued occupancy at their current locations. However, while the CEO has the authority to execute new minor leases, County Counsel has opined that a re-lease of the same facility requires Board approval. Therefore, the recommendations proposed herein will provide for more efficient processing of these minor lease renewals and obviate the need for Board approval for renewal of each of the 60 leases.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan, Operational Effectiveness (Goal 1) directs that we maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services by requesting Board approval of the consolidated list of the minor leases and removes the need for individual Board actions for each of the 60 leases. The recommended action herein will achieve this goal.

### **FISCAL IMPACT/FINANCING**

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be little new fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation is that the rental rate cannot exceed \$7,500 per month. If the lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to your Board for consideration.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since 2005, your Board has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 60 leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to-month tenancy, or will expire during the 2012 calendar year or within the first quarter of 2013. County Code Section 2.08 will continue to govern all new leases for different locations with the same terms and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of its continued need for the space to the CEO and the CEO will need to find that the renewal of the existing lease is the best course of action.
- The facilities involved will have to meet the criteria for seismic integrity set by the Department of Public Works to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the CEO.
- If the proposed leases contain a rental adjustment provision either fixed or based on the Consumer Price Index, the project maximum monthly rent will remain under \$7,500 per month.

Child care facilities are not feasible in the proposed leases.

### **ENVIRONMENTAL DOCUMENTATION**

Since all leases shown on Attachment A are re-leases, the CEO has concluded that these projects are exempt from California Environmental Quality Act (CEQA) as specified in Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, and Section 15301 of the State CEQA Guidelines (Existing Facilities).

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

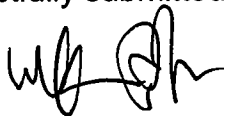
The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually to be in the best interest of the County.

Some of the facilities shown have additional existing County lease(s). If possible, the CEO will consolidate these leases into one agreement, and if consolidation exceeds the administrative limitations, a recommendation will be brought to your Board for consideration.

**CONCLUSION**

It is requested that the Executive Officer, Board of Supervisors, return two certified copies of the Minute Order to the CEO, Real Estate Division at 222 South Hill Street, 4<sup>th</sup> Floor, Los Angeles, CA 90012.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:CMM  
CEM:NCH:FC:ls

Attachment

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Alternate Public Defender  
Coroner/Medical Examiner  
Children and Family Services  
Fire  
Health Services  
Internal Services  
Parks and Recreation  
Probation  
Public Library  
Public Social Services  
Public Works  
Registrar-Recorder/County Clerk  
Sheriff  
Superior Court

## Attachment A

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	NO. OF LEASES WITH SAME LESSOR
ALTERNATE PUBLIC DEFENDER	101 West Mission Boulevard, Suite 212	Pomona	97602	L-0869	10/10/07	10/9/10	\$5,433.00	0
ALTERNATE PUBLIC DEFENDER	1611 South Garfield Avenue, Ste 100	Alhambra	97608	L-1013	11/1/07	10/31/10	\$6,490.00	0
ALTERNATE PUBLIC DEFENDER	303 N. Maclay Ave.	San Fernando	97649	L-0982	4/7/10	4/6/13	\$4,890.00	0
BOARD OF SUPERVISORS	1113 W. Avenue M-4, 5th Dist. Antelope Valley Field office	Palmdale	98738	L-0841	5/16/07	5/15/10	\$2,376.76	0
BOARD OF SUPERVISORS	1199 S. Fairway Dr., 4th District Office, Suite 111	Rowland Heights	98691	L-0975	11/1/09	10/31/12	\$2,290.75	0
BOARD OF SUPERVISORS	23920 W. Valencia Blvd., Suite 295, Fifth District Field Office	Santa Clarita	98685	L-0963	10/1/10	9/30/12	\$3,035.52	1
BOARD OF SUPERVISORS	615 E. Foothill Blvd., Suite D, Fifth District Office	San Dimas	98698	L-0980	10/1/09	9/30/12	\$3,625.20	0
CHIEF EXECUTIVE OFFICE	222 South Hill Street, Office of Child Care, Suite 200	Los Angeles	98801	L-0965	6/19/06	6/18/09	\$4,003.39	2
CHIEF EXECUTIVE OFFICE	222 South Hill Street, Suite 100 (SIB)	Los Angeles	98801	L-0781	11/1/01	10/31/04	\$750.00	2
CHIEF EXECUTIVE OFFICE	222 South Hill Street, Suite 660 & 670, Service Integration Branch	Los Angeles	98801	L-0984	3/20/07	3/19/10	\$4,137.00	2
CHIEF MEDICAL EXAMINER	910 First Street	San Fernando	97404	L-1063	11/19/09	11/18/12	\$4,500.00	0
CHILDREN & FAMILY SERVICES	10750 Laurel Avenue, Community Resource Center, Bldg. 2 - Office G & J (Gratis)	Whittier	98984	L-1107	7/1/11	6/30/12	\$0.00	0
CHILDREN & FAMILY SERVICES	3101 East Carson St., Lakewood Country Club - Parking lot	Lakewood	99019	L-0718	1/1/10	12/31/12	\$2,000.00	0
CHILDREN & FAMILY SERVICES	3447 Atlantic Avenue	Long Beach	99046	L-1061	11/16/09	11/15/12	\$623.00	2
CHILDREN & FAMILY SERVICES	490 West Mission Blvd	Pomona	0	L-1070	3/22/10	3/21/13	\$0.00	0
CHILDREN & FAMILY SERVICES	8730 South Vermont Avenue, Transitional Resource Center (Gratis)	Los Angeles	99027	L-0904	8/26/04	8/25/07	\$0.00	0
CHILDREN & FAMILY SERVICES	Various Los Angeles Area Police Stations, Child Safety Program (Gratis)	Various	99041	L-0967	7/12/06	7/11/09	\$0.00	0
FIRE DEPARTMENT	35100 San Francisquito Cyn. Rd., Camp #14 (Agreement No. W-25780)	Saugus	98361	L-0881	5/1/07	4/30/10	\$0.00	3
FIRE DEPARTMENT	8812 W. Avenue E-8, Ground Lease, Call Fire Station 112	Lancaster	98362	L-0887	6/1/10	5/31/13	\$6,500.00	0
FIRE DEPARTMENT	9155 Telegraph Road, Ste 102	Pico Rivera	98296	L-0995	4/1/10	3/31/13	\$4,332.96	0
FIRE DEPARTMENT	Two Harbors, Fire Station No. 155 (Gratis)	Catalina	98253	L-0879	4/1/04	3/31/07	\$0.00	0
HEALTH SERVICES	1108 N. Oleander Ave., Dollarhide Health Center	Compton	97871	L-0915	9/27/04	9/26/07	\$1,575.00	0
HEALTH SERVICES	1116 West 220th. Street	Torrance	97966	L-0989	4/26/07	4/25/10	\$0.00	0
HEALTH SERVICES	22300 Wardham Ave., Clinic & Office Space	Hawaiian Gardens	97882	L-0923	7/1/09	6/30/12	\$2,516.92	1
ISD - TELECOMMUNICATIONS	1110 North Eastern Ave, Room 12, Infrastructure Section	Los Angeles	0	L-1117	12/13/11	2/28/14	\$0.00	0
ISD/PROBATION	12830 Clark Ave	Downey	97615	L-1058	9/14/09	9/13/12	\$3,600.00	1
ISD-INFO TECHNOLOGY SVC	30950 Hawthorne Blvd., Point Vicente Communication Site, Emergency Medical Services (Gratis)	Rancho Palos Verdes	98181	L-1071	3/1/10	2/29/12	\$0.00	0
ISD-INFO TECHNOLOGY SVC	3860 Crest Road, San Pedro Hill, Radio & Microwave Site	Rancho Palos Verdes	98143	L-1076	5/15/10	5/14/13	\$0.00	0
PARKS & RECREATION	1418 Descanso Drive, SCE Eagle Rock-Gould, Transmission Line (Acct No. 1510)	La Canada Flintridge	98511	L-1064	1/1/10	12/31/12	\$1,246	8
PARKS & RECREATION	15501 E. Arrow Hwy, Santa Fe Dam Area, Riding and Hiking Trail (Gratis)	Irwindale	98451	L-0927	11/1/07	10/31/09	\$0.00	1

## Attachment A

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	NO. OF LEASES WITH SAME LESSOR
PARKS & RECREATION	24161 Newhall Ave, (William S. Hart Park)	Newhall	98412	L-1054	8/1/09	7/31/12	Term \$494	8
PARKS & RECREATION	28000 Devils Punch Bowl Rd., Sandrock & Punch Bowl Canyons, Special Use Permit, Land use	Pearblossom	98392	P-0158	11/19/92	11/20/93	\$0.00	0
PARKS & RECREATION	28245 Avenue Crocker	Valencia	98512	L-1006	3/1/10	2/28/13	\$7,152.00	0
PARKS & RECREATION	Equestrian & Hiking Trail, Schabarum Park to Rose Hills Rd. (Acct. #1367)	El Monte	98403	L-1002	6/1/08	6/1/09	\$0.00	8
PARKS & RECREATION	Equestrian Riding & Hiking Trail (El Vago Street) Acct No. 1499	La Canada Flintridge	98454	L-1066	12/1/09	11/30/12	Annual \$4,247	8
PROBATION	7100 Van Nuys Blvd., Suite 206, Juvenile Probation	Van Nuys	97558	L-0983	3/17/10	3/16/13	\$3,800.00	0
PUBLIC LIBRARY	1060 S. Greenwood Ave., Hollifield Branch	Montebello	98867	L-1087	12/3/10	12/2/13	\$1,430.00	0
PUBLIC LIBRARY	42018 N. 50th St. West, Quartz Hill Library	Quartz Hill	98867	2265966	5/1/10	4/30/13	\$5,053.92	0
PUBLIC SOCIAL SERVICES	1301 and 1327 West 12th. Street	Long Beach	97225	P-0998	5/18/07	5/17/10	\$0.00	2
PUBLIC SOCIAL SERVICES	17150 E. Gale Ave., Medi-Cal Central Offices, Addn'l parking for 17171 E. Gale Ave.,	City of Industry	97361	L-1023	2/14/08	2/13/11	\$1,850.00	0
PUBLIC SOCIAL SERVICES	1851 N. Gaffey St., Suites A, D-H, I & J, Sub-lease for DPSS/GAIN	San Pedro	97132	L-0894	1/1/06	6/24/07	\$3,998.25	0
PUBLIC SOCIAL SERVICES	416 N. Garey Avenue, GROW Program	Pomona	97160	L-0961	12/1/10	11/30/13	\$6,161.28	0
PUBLIC SOCIAL SERVICES	811 Wilshire 350 Blvd Ste 1100	Los Angeles	97384	L-1049	6/1/09	5/31/12	\$7,500.00	0
PUBLIC SOCIAL SERVICES	8155 Van Nuys Blvd., Supplemental parking for 14545 Lanark Street	Panorama City	98972	L-0938	6/1/05	5/31/07	\$6,308.00	0
PUBLIC SOCIAL SERVICES	900 North Lake Ave., Supplemental Parking for 955 N. Lake Ave. (CVS Store #9694)	Pasadena	97214	L-0123	9/1/11	3/31/14	\$3,031.83	0
PUBLIC WORKS	Los Angeles Air Force Base (Gratis Ground Lease)	El Segundo	98288	L-0816	12/1/01	11/30/04	\$0.00	1
REGISTRAR RECORDER	12440 E. Imperial Hwy, Loading Dock	Norwalk	98849	L-1065	12/3/09	12/2/12	\$5,044.76	1
SHERIFF DEPARTMENT	15331 Prairie Avenue, Sub-Station	Lawndale	97859	L-0979	11/1/09	10/3/12	\$0.00	0
SHERIFF DEPARTMENT	20 Avalon Canyon Rd., Sheriff's Residence (AKA: 915 Avalon Canyon Road)	Catalina	97741	L-0901	9/1/07	8/31/10	\$2,666.50	2
SHERIFF DEPARTMENT	23-A Two Harbors Road, Two Harbors, Resident Deputy Housing	Catalina	97792	L-0929	3/11/05	3/10/08	\$1,330.00	2
SHERIFF DEPARTMENT	2934 E. Garvey Avenue, South Suite 270-B	West Covina	97702	L-0500	11/1/96	10/31/99	\$1,798.00	0
SHERIFF DEPARTMENT	40235 North 170th Street, Unit H, Substation	Lake Los Angeles	97715	L-0909	11/1/04	10/31/07	\$506.25	0
SHERIFF DEPARTMENT	410 Avalon Canyon Road, Deputy Residence	Catalina	97604	L-1057	9/10/09	9/10/12	\$0.00	0
SHERIFF DEPARTMENT	4200 Shirley Avenue, Trap Program, Office Space	El Monte	97837	L-0404	11/16/94	11/15/95	\$0.00	0
SHERIFF DEPARTMENT	42043 50th Street West, Quartz Hill Sub-Station	Quartz Hill	97726	L-1025	4/1/08	3/31/11	\$1,380.00	0
SHERIFF DEPARTMENT	4322, 4328, & 4332 West 106th St., Parking Lots	Lennox	97842	L-1045	11/24/08	11/23/09	\$6,200.00	0
SHERIFF DEPARTMENT	5357 West Centinela Ave., "Store Front Operation"	Los Angeles	97645	L-0931	6/1/10	5/31/11	\$1,887.00	0
SHERIFF DEPARTMENT	Dakin Peak, Communications Tower Site (MDCS) Sublease	Catalina	98133	25420	5/30/09	5/29/12	\$100.00	0
SUPERIOR COURT	102 Monterey Street 3005	Alhambra	97506	L-0996	5/1/07	4/30/10	\$0.00	0
SUPERIOR COURT	Tower Peak Radio Site, Communication Tower, (MDCS - Cust. No. L0356)	Catalina	97705	L-1091	3/1/11	2/28/14	\$4,263.00	0